

BOISE PUBLIC LIBRARY
BOARD OF TRUSTEES
Regular Board Meeting Minutes
April 6, 2011

The Boise Public Library Board of Trustees met for its regular meeting at 11:30 a.m. on Wednesday, April 6, 2011, in the Marion Bingham Room at the Main Library.

BOARD OF TRUSTEES PRESENT:

Marc C. Johnson, President; Denise Baird, Vice President; A.J. Balukoff, Trustee; James Thompson, Trustee; Melanie Pocock, Youth Trustee; and Allie Sisson, Youth Trustee.

OTHERS PRESENT:

Maryanne Jordan, Boise City Council Liaison; Kevin Booe, Library Director; Kelley Fleming, Boise City Legal Representative; Valora Treshow, Friends of the Library Representative; Linda Brilz, Youth Services Supervisor; Chrisanne Brown, Acquisitions and Technical Services Manager; Joanne Hinkel, Community Relations Coordinator; Vicki Kreimeyer, Adult Services Manager; Denise McNeley, Operations and Outreach Manager; William Nation, Main Library/Public Services Manager; Kathy Stalder, Cole & Ustick Branch Supervisor; Lorna Thorne, Circulation Supervisor; Laurel White, Neighborhood Library Services Manager; and Linda Ugrin, Administration Senior Secretary.

CALL TO ORDER:

Mr. Johnson called the meeting to order at 11:30 a.m. and requested a roll call.

I. MINUTES

MOTION by Mr. Balukoff and seconded by Mr. Thompson that the March 2, 2011, regular meeting minutes be approved as presented. All in favor, motion carried.

II. BILLS AND PAYROLL

MOTION by Mr. Thompson and seconded by Mr. Balukoff that all bills and payroll be approved as presented. All in favor, motion carried.

III. COMMUNICATIONS

None

IV. CONTINUING EDUCATION

None

V. CONSENT ITEMS

MOTION by Mr. Balukoff and seconded by Mr. Thompson to approve the consent items through February 28, 2011. All in favor, motion carried.

VI. FRIENDS OF THE BOISE PUBLIC LIBRARY REPORT

Ms. Treshow reported that the annual spring book sale on April 1-3, 2011, was a great success. Sales were higher than last year by \$1,000 on preview night and by \$2,000 each on Friday and Saturday. The newly purchased cash registers calculated state sales tax making the checkout process more efficient. This year the Friends Board of Directors banned electronic scanners on preview night creating positive comments from the customers.

Ms. Treshow announced she will be serving as vice president on the Friends Board of Directors for calendar year 2011.

VII. BOISE PUBLIC LIBRARY FOUNDATION REPORT

Mr. Booe presented the Foundation's financial report as of February 28, 2011. He noted that the Smith Barney-GE stock reported a small gain in returns. The Foundation Directors may sell the stock and convert into a certificate of deposit.

A copy of the opinion page in the Boise Metro Chamber of Commerce Newsletter was presented featuring Foundation Director Celynda Roach commenting on the need for a new Main Library.

The April board meeting was cancelled because many members were unable to attend. Mr. Booe plans to present the Main Library Vision Project at the May 10 meeting.

At some point the Directors plan to invite marketing specialist Bill Drake back when the Foundation's marketing plans are closer to being implemented.

The regular monthly meetings may go on hiatus until the next steps are determined for the Main Library project. Electronic communications between the Directors would continue.

The annual May Basket fundraiser was canceled and there are plans to conduct an end of the year fundraiser soliciting donations through direct mail to donors.

VIII. DIRECTOR'S REPORT

Mr. Booe highlighted and added the following from his written director's report.

Library usage statistics continue to rise. System-wide circulation was up 8%, and customer count at the Main Library up 36% and system-wide up 18%. The Library! at Hillcrest is beginning to rebound after major construction activity next door. The Library! at Cole & Ustick is leveling off after the grand opening peak. Currently Boise Public's registered borrowers include 55% of Boise's population, compared to 35%-40% in the past.

The LYNX! Consortium directors met in March to prepare for a consortium strategic planning session. A committee was formed to analyze a future Integrated Library System. Ms. White will lead staff efforts.

The City's budget reporting period has changed to quarterly. Status reports regarding 10-15 strategic goals and objectives from each department's business plan will be updated semiannually. The objective is to streamline and focus on major items and make the process more fluid. Council Liaison Jordan added that the new process is to better integrate the strategic plan into the business plan. The Library's performance measures were reviewed by Mr. Booe and compared to the average of peer libraries across the nation.

Mr. Booe requested that a 4-5 hour strategic planning session for Fiscal Year 2012-2016 be scheduled with the Trustees. By consensus, the Trustees agreed to include a planning session during the regularly scheduled May 4 meeting.

IX. ADMINISTRATION AND MANAGEMENT REPORT

There were no questions regarding the administration and managers report included in the written director's report.

X. OLD BUSINESS

A. Main Library Vision Project: Fiscal Year 2012 Planning Project

Mr. Booe presented the Main Library Vision Project that was submitted to City Council in March as a planning proposal for a Fiscal Year 2012/2013 capital project. The objective was to review the history of a new Main Library project for the benefit of two new City Council members and to ask for the Council's direction regarding future investment in the current facility. Recently staff examined the cosmetic, space, and infrastructure needs of the current Main Library for the next 15 years. A \$2.6 million investment is estimated through 2016. Plans are being developed to conduct an engineering structural analysis in five year spans, up to 20 years.

Discussion followed on Mr. Booe's proposal to update the 2000 building program project and commission a national library building consultant.

Council Liaison Jordon commented that the Council is in support of a new Main Library and realize some kind of a bond election will be required. Discussion followed on the political challenges and how to create a vision that works across the city for the next 25 years. Mr. Balukoff encouraged Mr. Booe to keep in mind that Boise will continue to grow and to "think big."

By consensus, the Trustees agreed for Mr. Booe to proceed as outlined.

B. House Bill 205: Internet Filtering Legislation Outcome

Mr. Booe reported that Idaho library directors and trustees rallied together working with the Idaho Library Association's co-chairs Rebecca Stroebel and Natalie Nation,

along with lobbyist John Watts, to work out a reasonable compromise for Internet filtering in public libraries.

Mr. Booe testified before the Senate Education Committee along with Brad Smith, City IT Senior Project Coordinator. Mr. Balukoff testified before the House Education Committee. Mr. Booe thanked the Trustees for contacting legislators and conveying library concerns. A copy of Mr. Booe's letter to the Senate Education Committee was included in the meeting packet.

The enactment of Bill 205 will not overly affect Boise Public's Internet use policy that gives customers three choices: 1) filtered access, 2) unfiltered access, and 3) no access. One notable change will be that parents will not be able to choose the level of filtering for children under the age of 18. All minors will have mandatory filtering.

Boise Public's Internet policy will be updated and presented to the Trustees for approval before the effective date October 1, 2012.

- C. Eighth Street Warehouse: Relocation of Parking and Friends Operations Update
Mr. Booe announced that on March 22 City Council approved a lease with Rocky Mountain Development for the warehouse located between 8th and 9th Streets behind the Main Library.

John Brunnelle from the Mayor's office is seeking warehouse space to lease for the Friends of the Library's operations and library storage. Ms. McNeley has located staff parking space with two lots operated by Republic Parking. The Library's public parking space located on 8th Street will need to be converted to staff parking. The Library will still be 10-15 spaces short for staff and volunteers.

XI. NEW BUSINESS

- A. Fiscal Year 2012/2013 Budget Build: Maintenance and Operating Budget
Ms. McNeley reported that the Maintenance and Operating (M & O) budget for Fiscal Year 2012/2013 was submitted to the City's finance and budget office by the March 15 deadline. The higher budgeted items from the summary report were highlighted. Fiscal Year 2012 proposed budget is \$3,680,507 and in 2013 is \$3,768,115. These totals do not include personnel costs.

MOTION by Mr. Balukoff and seconded by Mr. Thompson to approve staff recommendations for Fiscal Year 2012/2013 M & O budget as presented. All in favor, motion carried.

XII. SELECTION OF TRUSTEE TO REVIEW PAYMENT VOUCHERS

Mr. Thompson was selected to be the next Trustee to review vouchers for April.

Mr. Johnson added that the Trustees bylaw subcommittee will meet April 8.

XIII. SELECTION OF MEETING DATE

As agreed earlier, the next regular Board of Trustees meeting will include a strategic planning session on Wednesday, May 4, 2011, in the Marion Bingham Room at the Main Library. The meeting time will be determined later.

IV. ADJOURNMENT

MOTION by Mr. Thompson and seconded by Mr. Balukoff to adjourn the meeting. All in favor, motion carried. There being no further business, Mr. Johnson adjourned the meeting at 1:07 p.m.

APPROVED:

Kevin Wayne Booe
Library Director

Marc C. Johnson
Board of Trustees President